



**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

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October 6, 2009

TO: Supervisor Don Knabe, Chairman  
Supervisor Gloria Molina  
Supervisor Mark Ridley-Thomas  
Supervisor Zev Yaroslavsky  
Supervisor Michael D. Antonovich

FROM: Wendy L. Watanabe  
Auditor-Controller

**SUBJECT: STATUS ON COMMON SUBJECT SEARCH FOR INVESTIGATIONS**

In August 2008, at the request of the First Supervisorial District, staff from the Chief Executive Office (CEO), Auditor-Controller (A-C), County Counsel (CoCo), Department of Health Services (DHS), Department of Human Resources (DHR) and Office of Affirmative Action Compliance (OAAC) met to review the Patrick Porch case, and the involvement of multiple departments in the investigations of various allegations.

In October 2008, the Chief Executive Officer submitted a corrective action plan to your Board, see attached, and identified recommendations to improve interdepartmental coordination on complex litigation cases and minimize future County liabilities. The A-C took the lead on: (1) Enhancing an existing A-C Information Tracking and Management System (ITMS), which contains all reported allegations of financial fraud, employee misconduct, management improprieties, employment practices, discrimination and harassment; and (2) Providing ITMS access and data search capability (common subject search) to key staff within the CEO, CoCo, DHR and OAAC.

The following is the implementation status of the two items listed above. To date, we have:

- Identified the information required for the common subject search of investigations;
- Identified requirements to facilitate the sharing of data while maintaining security and privacy protocols;

- Finalized a data share agreement letter with the CEO, CoCo, DHR and OAAC acknowledging acceptance of data sharing; and
- Worked with Internal Services Department (ISD) and began modifying ITMS to accept data from all five departments.

The common subject search function has been implemented into the ITMS using A-C's investigative data. However, we still need to complete the process by compiling the investigative data from the CEO, CoCo, DHR and OAAC. The target completion date for this project is December 31, 2009.

When completed, designated users from all five departments will be able to use ITMS and conduct common subject searches using a shared data pool. Any resulting matches will provide contact information for obtaining additional details regarding that subject.

Our ultimate goal, as instructed by your Board, is to avoid the reoccurrence of the Patrick Porch case. We are achieving this goal by using the enhanced ITMS to streamline the investigative process, eliminating duplication of effort, and improving overall coordination/communication amongst County departments.

We will continue to keep you informed of our progress, as we continue to work with the CEO, CoCo, DHR, ISD and OAAC toward a successful implementation of this project.

If you have any questions or need additional information, please contact me, or your staff may contact Kris Kademian at (213) 893-0576.

WLW:MMO:JET:MR:kk  
BOS Project Update.doc

Attachment

c: William T Fujioka, Chief Executive Officer  
Robert E. Kalunian, Acting County Counsel  
Lisa M. Garrett, Acting Director, DHR  
Dennis A. Tafoya, Director, OAAC  
Tom Tindall, Director, ISD



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

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October 24, 2008

To: Supervisor Yvonne B. Burke, Chair  
Supervisor Gloria Molina  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: William T Fujioka  
Chief Executive Officer

A handwritten signature in black ink, appearing to read "W. T. Fujioka", is written over the printed name and title.

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

### PATRICK PORCH CORRECTIVE ACTION PLAN – SUPPLEMENTAL MEMO

Our Office met with staff from Department of Health Services (DHS), County Counsel (CoCo), Auditor-Controller (A-C), Office of Affirmative Action Compliance (OAAC) and Department of Human Resources (DHR) to review the chronology of events in the Patrick Porch case and the involvement of multiple departments in the investigations of the various allegations. Based on discussions with the departments, we make the following recommendations to improve interdepartmental coordination on complex litigation cases:

1. All complaints regarding financial allegations, management improprieties, employment practices, discrimination, harassment and fraud should be filed with the A-C's Investigation Tracking and Management System (ITMS). The ITMS will be used to track and manage hotline calls and referrals, regardless of which agency receives the complaint or what type of complaint it is. Having complaints in one centralized database will enable data to be sorted and tracked. Any trends or recurring factors can then be identified for additional analysis and investigation.
2. The A-C will work with OAAC, DHR and County Counsel to enable those departments to have access to ITMS to search for recurring factors. If recurring factors are identified, the departments will work together to designate a lead department responsible to do further investigation, with the other departments providing support as needed. The investigation plan should identify which

Each Supervisor  
October 24, 2008  
Page 2

specific agency is responsible for each step of the investigation and a timetable for when each step will be completed.

3. The A-C and my office will issue a memo to department heads instructing them to file complaints with the A-C.

Please note that although ITMS is already in use Countywide and contains most of the functionality proposed, it will require further enhancement to incorporate the administrative and operational functionality of the other three departments. Additionally, as with other Countywide mainstream systems, ongoing maintenance and support will be required to maintain business continuity. Therefore, A-C and Internal Services Department will identify and estimate the cost of the needed enhancement and related maintenance. We will work with A-C to identify funding once the costs are known.

A second area of concern in the Patrick Porch case was the eventual charge and investigation against a high-level manager in DHS. County employees must have the ability to file complaints against executive level management without fear of reprisal. Also, County staff are put in a difficult situation if they are asked to investigate their own executive management. As part of the periodic outreach which A-C does to make individuals aware of the hotline, A-C will make it clear that complaints against executive level managers should be filed with the A-C for investigation.

If you have any questions or need additional information, please contact Ellen Sandt of this Office at (213) 974-1186, or Maria Oms of the Auditor-Controller at (213) 974-8303.

WTF:EFS:ef

- c: Deputy Chief Executive Officers  
Affirmative Action Compliance  
Auditor Controller  
County Counsel  
Department of Human Resources  
Executive Officer, Board of Supervisors  
Internal Services Department

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